### **Due Date** October 30, 2009 Email To localplan@csd.ca.gov Contact for Agency Name GLENN COUNTY HUMAN RESOURCE AGENCY Questions Contact Person **BILL WATHEN** Title PROGRAM MANAGER, HOUSING REHABILITATION Phone Number 530-934-1468/530-514-2703 bwathen@hra.co.glenn.ca.us Participation Our agency is interested in participating in the DOE ARRA Program. We certify that Acceptance we have the capacity to provide the required services within our service territory as outlined in the Local Plan. Signature Name MR. SCOTT GRUENDL Title DIRECTOR

530-934-1413

November 12, 2009

DOE ARRA Amended Local Plan - Cover Page

Phone Number

Email

Date

**CSD** Approval

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sgruendl@glenncountyhealth.net

### DOE ARRA Amended Local Plan

### Instructions

It is important to first read the DOE ARRA Local Plan Instructions provided as a separate document before completing this plan.

### General Plan

Describe your current progress towards your local plan goals and ramp-up to increase capacity and outreach in anticipation of receiving the DOE ARRA Production contract

in anticipation of stimulus funds, the Human Resource Agency (HRA) has made efforts to increase both internal and external staffing. The HRA has created a survey for licensed contractors to take informing the HRA about their interest, availability and capacity to assist the HRA, as a subcontractor, in housing rehabilitation, weatherization, heating and cooling program services. Over seventy contractors have successfully completed the survey showing interest in partnering with Glenn County Human Resource Agency. The survey was created and notification sent out via local newspapers inviting contractors to take the survey. This action did, and will continue to, create a pool of qualified and responsive subcontractors to utilize for services in Colusa, Glenn and Trinity Countles. This survey also addresses training needs for local contractors who may be interested in partnering with our local agency. The HRA has entered into service agreements with local, specialized contractors to assist the HRA with LIHEAP and DOE program services. The HRA has also been approved to fill up to six Housing Rehabilitation positions and completed the interview process. Final selections are being determined.

In reviewing the amount of your allocation, will you be able to build capacity enough to accept and spend the total amount for your entire service grea?

YES

If not, what % of the allocation can you accept?

NA

For multi-county agencies, will you have the capacity to spend funds proportionate to each county; allocation and meet the 50% threshold in each county by the required deadline?

YES

### Outreach to Potential Clients

Describe how you will increase your outreach efforts to reach the necessary number of low-income clients needed to meet your ARRA production goals. If you are a multi-county agency, describe how this will be accomplished in each county.

The HRA has been providing services in Colusa, Glenn and Trinity counties for nearly 20 years. We have established a rapport with partnering agencies, non-profits, faith-based and community based groups and agencies in all three counties. This network will serve as the primary source of our outreach efforts. In an effort to meet our production goals, we will also place ads in all local newspapers informing residents about the stimulus funding and the opportunities that are available. Additionally, our agency webpage will feature information about agency services under ARRA. If additional program marketing is necessary, trained staff will conduct one-on-one community outreach by going door-to-door within each community or attending established service meetings. We are working with the KRCR (local TV channel) to put together a short commercial to explain the purpose of our programs and how to contact our

agency. A recovery logo has been added to the work-shirts of our employees.

Identify the main Action Steps required to achieve the goals above utilizing specifics such as timelines, potential partners, marketing plans, etc.

- A trained staff member completed outreach efforts at a local tribal council
  meeting. We plan to have staff members present at their tribal office on a
  quarterly basis. We are continuously scheduling presentations at local
  service clubs, church organizations and small non-profits.
- Over the next three months we plan to enter into many new vendor contracts to provide weatherization and heating/cooling services.
- Plan to hire a new staff member to only complete assessments and diagnostics on homes that have been deemed eligible.
- 4. Our bl-lingual staff is reaching out to the Spanish, Hmong and Laos speaking communities.

Detail progress made in this grena with respect to actual, tangible achievements. Be specific with regards to dates, details, and participants

- Manager presented at a Tribal Council office on July 20, 2009 in Weaverville. Over twenty tribal members and family attended the event. Also was able to complete twenty intakes during that time for HEAP assistance.
- Our Intake staff completed over 200 HEAP applications for the month of August.
- We have over 100 units that have been deemed eligible for weatherization services and need assessing within the next 120 days. That is normally how many we complete in an entire year.

Outreach to Elected Officials Describe now you will increase your outreach efforts to educate, and possibly partner with: your local elected officials. If you are a malti-county agency, describe how this will be accomplished in each county.

All funding decisions are made by our elected officials as we are a public agency. Presentations are completed by our administration when funds are required to have Board of Supervisor approval. Our agency is also governed by a community action partnership board which is comprised of elected officials from all three counties, representatives who serve economically disadvantaged individuals and representatives of local private enterprises. Our community action bard members are individuals who care about their communities and desire the best service possible. Our director is in the process of inviting local Board of Supervisor members to the weatherization job sites to observe the work being completed by our trained weatherization specialists or sub-contractors.

identify the main Action Steps required to achieve the goals above utilizing specifics such as timelines, contact people, etc.,

- Our employees will prepare a presentation on ARRA funds to present at the December 7, 2009 CAP Board Meeting.
- 2. Our employees will prepare a presentation on ARRA funds to present at the December 17, 2009 Glenn County Human Resource all agency meeting.
- Complete up-to-date activity report on a quarterly basis to the CAP board.
- 4. Refer the board members to our Agency website; which consists of up-to-

Detail progress made in this arena with respect to actual/tangible achievements. Be specific with regards to dates, details, and participants.

- Discussion was held at the CAP Board Meetings on ARRA funding on 11/19/2008, 1/28/2009, 3/25/2009, 6/17/2009 and 9/23/2009.
- Our agency website is updated monthly with ARRA information and progress.

Outreach to Potential Partners and Community Describe now you will increase your outreach efforts to educate and inform the community at large and create an environment that fosters partnerships in your local community. If you are a multi-county agency, describe how this will be accomplished in each county.

The HRA has been providing services in Colusa, Glenn and Trinity counties for nearly 20 years. We have established a rapport with partnering agencies, non-profits, faith-based and community based groups and service provider agencies in all three counties. This network will serve as the primary source of our outreach efforts. The HRA has created a survey for licensed contractors to complete informing the HRA about their interest, availability and capacity to assist the HRA, as a subcontractor, in housing rehabilitation, weatherization, heating and cooling program services. Over seventy contractors have successfully completed the survey showing interest in partnering with Glenn County Human Resource Agency. The survey was created and notification sent out via local newspapers inviting contractors to take the survey. Our agency is also continuing to strengthen the partnership with our local WIA provider to attain referrals and placements to our weatherization crew.

### Identify the main Action Steps required to achieve the goals above utilizing specifics such as timelines, contact people, etc...

- On a monthly basis an update will be sent to contractors and partner service agencies on ARRA activities via email.
- Our website link will be emailed out to all partners when ARRA Information is updated on our agencies website.
- We continue to contact and outreach to contractors who have not completed the survey; providing them with information on how to access the survey via internet.
- Our agency has entered into discussion with Green Corps to attain placements of individuals who are being trained in a construction trade with a Green focus which activities are scheduled to begin 11/16/2009.
- 6. Our local WIA provider refers one to two placements a month to our crew who may be interested in the construction trade but may need some OJT training or individuals who may have an extensive background in construction but due to the downturn of the economy have been laid off or have no jobs available to bid on.

### Detail progress made in this arena with respect to actual, tangible achievements. Be specific with regards to dates, details, and participants.

- As of August 1, 2009 over seventy contractors have successfully completed the survey showing interest in partnering with Glenn County Human Resource Agency.
- We are partnering with our local Workforce Investment Board to attain referrals and seek possible placements of clients who have an interest in construction or weatherization. At this point; our agency has five WIA

placements actively working with our installers and plan to retain them through December 31, 2009.

3. We have entered into discussion with Green Corps to attain placement of individuals who are receiving Green focused training at the local community college. This will allow the individual or student to receive OJT hours. We could have up to eight slots available in this program on a local level. The program/project my last through September 2010.

### Quality Assurance

For each question in this section, provide a comprehensive narrative on your current processes and what changes you will make to increase the oversight of program staff and subcontractors to ensure that:

Only eligible households are served and that priority will be given to vulnerable populations and those with high energy burden per DOE regulations

All energy/fuel assistance and weatherization applications are screened by trained staff. These programs share a universal intake application process. The same documentation is required for these programs. Each application is reviewed carefully to ensure it contains all required documentation and information. The intake worker verifies the income to be correct that was stated on the application packet matches the backup documentation that is provided. If the intake worker Identifies a deficiency or deficiencies the entire application is mailed back to the applicant with a cover letter requesting additional documentation or information be supplied by an assigned due date. If the information is not returned in a timely manner a denial letter is sent to the applicant. Once all information and documentation has been met, the intake worker completes an internal approval. Once approved, the application is referred to a data entry worker who then adds the application to Servirag. Servirag is our data entry system which includes a data calculation test. If input data does not meet the required criteria, Serviraq will deny the entry and warn the individual entering the data as to the denial. On a monthly basis a review of approved applications is completed by management staff to ensure compliance and accountability.

We recently hired and trained two individuals on the Intake process and procedure. We are updating our HEAP intake procedures to supplement the HEAP Eligibility guide that CSD provides us. Three intake employees viewed the webinar CSD made available for DOE ARRA and LIHEAP eligibility guidelines and updates on 11/12/2009.

Weatherization services are administered on a priority basis considering energy burden, vulnerable populations, and health and safety issues. Each application is required to meet a priority criterion of five points. If the application does not earn a minimum of five points it is denied. Priority status includes first time clients, households with an energy burden exceeding ten percent, households with low reported income and vulnerable populations (children under six years of age, elderly-60 years or older, disabled). A heating or cooling crisis meeting the emergency criteria will also be considered a priority especially in the extremely hot summer months and cold winter months. All HEAP and ECIP-FT clients are referred directly to our weatherization services for a unit assessment.

Only feasible measures are installed, all measures billed to CSD were installed, and workmanship meets GSD standards

Measures are only installed to improve the energy efficiency of a unit or to address a health and safety issue. Our assessments are reviewed by management and executive level staff once completed, and prior to any measures being installed or materials being ordered. A percentage of the units are

inspected by RHA (3<sup>rd</sup> party) staff to ensure quality assurance. The inspection determines if the workmanship meets CSD standards; another percentage of the units completed are inspected by a separate team member who completes a post weatherization inspection. Our weatherization crew is advised to always refer to the WIS manual and weekly tailgate trainings are held at our office. These trainings are designed for all installers and an open discussion is held on questions and concerns. The program manager will spot check jobs on a monthly basis to review workmanship and completes telephone Q/A calls at the end of every month to at least ten percent of the units. The billings to CSD created from EARS are reviewed and approved by a program manager and a fiscal manager, and then certified by an executive level staff.

All records meet CSD standards, billing is accurate and truthful, and reports are submitted on time.

HRA's client records are kept in a secure, confidential tocking cabinet. Once the measure data has been entered, a specific job detail sheet is placed in the application file along with invoices supporting the expenditures, assessment/work order and diagnostics. Agency fiscal staff and administrative support staff review and compare the work orders to the Servtraq job detail sheets to ensure accuracy. Servtraq also provides a billing summary that identifies measures completed and posted on a monthly basis. The information from the monthly billing summary is entered into EARS for state reimbursement.

Describe in detail the applicable Action Hems that will need to be addressed in order to achieve compliance in the above three areas. Specify how these action items will be achieved through the concepts of who is responsible; how and when the actions will occur, and why the action is important.

The keys to administer a successful program are training to compliance and communicate updated information. Our employees are trained to reference the resources made available by CSD and RHA. Our employees review the WIS manual and the HEAP guide for intake. Our intake staff cross-train with each other every day. Two lead staff members will review completed applications on a weekly manner to insure all pertinent documentation was collected and calculations are correct. Our weatherization crew is advised to always refer to the WIS manual and weekly tailgate trainings are held at our office at the beginning of every week.

### Workforce Development

Enter the total number of in-house employees <u>currently</u> working in CSD weather/zation and HCS programs in the following positions. Count each employee only once. If only a portion of an employee's time is charged to the program, count that person as one.

Position:	Total
Admin / Fiscal	4
Program Management	1
Program Support	1
Intake	2
Outreach .	2
Other -	6

Enter the total number of subcontracted employees currently working in CSD

weatherization and HCS programs in the following positions. Count each subcontracted employee only once. If only a portion of an employee's time is charged to the program, count that person as one.

Position	Total	
Admin / Fiscal	1	ŀ
Program Management	. 0	
Program Support	0	
Intake	0	
Outreach	0	
Other -	2 ·	ا معلمامه (۱

Describe your plans for building up your in-house workforce to meet the capacity needed to perform the ARRA program.

The HRA is recently filled two public service employees to work in the housing rehabilitation and weatherization programs over the next 2 years. The HRA has also been approved to fill up to six Housing Rehabilitation positions and completed the interview process. In addition, the HRA is going through an infrastructure adjustment where programs, focus efforts, and staffing levels are being adjusted/increased to accommodate the additional funds and requirements of ARRA. The HRA has entered into service agreements with local specialized contractors.

Describe how you will develop partnerships with local workforce investment advocates in order to achieve the objectives outlined above.

The HRA has created a survey for licensed contractors to take informing the HRA about their interest, availability and capacity to assist the HRA, as a subcontractor, in housing rehabilitation, weatherization, heating and cooling program services. Over seventy contractors have successfully completed the survey showing interest in partnering with Glenn County Human Resource Agency. The survey was created and notification sent out via local newspapers inviting contractors to take the survey. Our agency is also continuing to strengthen the partnership with our local WIA provider to attain referrals and placements to our weatherization crew. We have entered into discussion with Green Corps to attain placement of individuals who are receiving Green focused training at the local community college.

### Provide a timeline that corresponds to the above workforce development plan.

- We have entered into discussion with Green Corps to attain placement of individuals who are receiving Green focused training at the local community college. This will allow the individual or student to receive OJT hours. We could have up to eight slots available in this program on a local level. The program/project my last through September 2010.
- We are partnering with our local Workforce Investment Board to attain referrals and seek possible placements of clients who have an interest in construction or weatherization. At this point; our agency has five WIA placements actively working with our installers and plan to retain them through December 31, 20010.

 As of August 1, 2009 over seventy contractors have successfully completed the survey showing interest in partnering with Glenn County Human Resource Agency.

Describe your plans for building up your workforce by outsourcing to meet the capacity needed to perform the ARRA program.

The HRA has created a survey for licensed contractors to take informing the HRA about their interest, availability and capacity to assist the HRA, as a subcontractor, in housing rehabilitation, weatherization, heating and cooling program services. Over seventy contractors have successfully completed the survey showing interest in partnering with Gienn County Human Resource Agency. The survey was created and notification sent out via local newspapers inviting contractors to take the survey. Once a job or project is identified each contractor will have the ability to compete and submit proposals during the RFP process,

Describe your action plan for cut-sourcing, including a description of the RFQ/bidding process how interested parties will be informed of this opportunity, and provide a timeline for aligning subcontractors to provide timely delivery of services. Also describe your action plan for oversight of subcontractors.

The RFQ/bidding process will be publicly noticed in the local newspapers and each contractor who has completed our local survey will receive email correspondence or USPS mail with description of tasks and projects with appropriate timelines prescribed for due date of submittal and capacity of projects per location. All diagnostics, assessments and post-Inspections will be completed by HRA employees. Projects that include sub-contractors will include a 100% post inspection rate at least on the measures installed by the sub-contractor. Each contractor will have to agree to a 30 day installation cut-off unless an extension is agreed upon or unforeseen circumstances delay the project.

lf you are not outsouring NA	any of your workforces, explain why.
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### Other Subcontracting

Describe your plans for procuring of material goods and services from third parties, how the agency plans to inform interested parties within the local community of subcontracting opportunities, and your action plan for oversight of subcontractors.

### Vehicle & Equipment over \$5,000 per Unit

If you are planning on charging any portion of vehicle and equipment purchases to ARRA, enter the following information related to these purchases. This will require DOE approval.

ltem	Quantity	Est Cost
Utility Vans	2	\$60,000
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### Barriers

Identify any barriers that you feel you may face in meeting the requirements of ARRA (subcontracting, workforce development, outreach & marking, quality assurance and oversight, compliance with DOE requirements, fiscal requirements and reporting, performance).

A challenge on the fiscal side includes the reporting due date of the 5<sup>th</sup> of every month. On a regular basis this mandate will be nearly impossible to meet; our internal monthly allocation figures are also due on the 5<sup>th</sup> of every month. Allocation of overhead; which include benefits and worker's compensation are not done prior to the fifth of every month. Another challenge is the newly identified third party inspection requirements of quarterly rather than annually. Not only are local agencies compensating for a large amount of funds for weatherization; we will now be required to pull a lead crew member and a vehicle off of the production line to shadow the onsite visits on a quarterly basis that could last up to a week which amounts to a lot of loss production time over a two year period.

### Describe what assistance you will need from CSD.

Share of pertinent information and guidelines in a timely manner. A program representative to answer questions as they arise. Training for tracking of certifled payroll and proper reporting strategies, REM design and NEAT audit training and any other new training requirements guidance.

### Attached Document Checklist

Document	Attached?
Ramp Up Schedule	Υ
Field Staff Training Logs for Agency Staff & Subcontractors	Y
Diagnostic Equipment Log	Y
Disclosure of Findings	Y
Disclosure of Legal Proceedings	Y

### Comments

Enter ony commo NA	ilis you wish to mo	ike relocive to the L	ocal Plan and AF	RA
		,		

### DOE ARRA PRIORITY PLAN NARRATIVE

### Outreach

Describe in narrative format the selection process for dwellings to be weatherized and the outreach methods to be utilized to assure that eligible households are made aware of the services through DOE ARRA or any similar energy-related assistance program:

Weattrenzation services are administered on a priority basis considering energy burden, vulnerable populations, and health and safety issues. All HEAP and EGIP4F clients are referred directly to our weatherization services for a unit assessment. We leverage many of our projects amongst four resources to maximize the opportunity to service more units. Priority status includes first time clients, households with an energy burden exceeding tempercent, households with low reported income and vulnerable populations: A heating or cooling crisis meeting the emergency criteria will also be considered a priority especially in the extremely hot summer months and cold winter months as described in our area agency profile data provided by CSD. Through referral, outreach efforts will be coordinated with other service providers in the Tri-County area, as well as local energy providers "Availability of Service" flyers are distributed to and by partners, placed in lobbles of multiple offices especially in those agencies who serve low-income clients. Our agency has four walk-in locations for over-the-counter one-onone application assistance

### Reweatherizati on

Describe in parrative format your selection process to ensure compliance with the DOE ARRA Reweatherization Policy when providing services to dwellings previously weatherized from September 30, 1994 and earlier.

Re-weatherized dwellings will fall under the standard priority system as an un-weatherized unit, the only change will be measures installed. Our agency will not install duplicate measures but weatherization services will be completed if three priority measures that have not been installed can be identified as a need.

### Client Education

Describe in narrative format a description of how your client education services will be provided to include needs assessments, budget education/counseling, energy conservation and weatherization measures education. Describe how your activities are designed to target households that have not been previously serviced under a LIHEAP or DOE Weatherization program.

All applicants receive a needs assessment, client education including energy conservation and lead-safe practices during the intake process as well as during the dwelling assessment. The overall goal is to reduce energy burdens through energy conservation practices. All applicants are referred to the CARE program. Our agency partners with Social Services and Health Services to meet the need of multi-language services. Allithree agencies have agreed to assist in translation services. Our agency conducts annual surveys throughout our entire service areas therefore incorporating outreach efforts. Quireach is conducted at many round table meetings including faith. based organizations, Domestic Violence Committee Meetings; Community Action Partnership Meetings, Senior Centers, Food Banks, Homeless Continuum of Care Meetings and community events. Our publications are printed in English and Spanish which covers over 96% of our service population. Our agency also has translation services available for multiple Asian languages. Cur staff will complete two Energy Education sessions a year at each Senior Centerlocated in our service area. The two sessions should be split into conserving energy in the cooling menths and heating months and timed appropriately. We have budget education available for all residents which is a HUD approved service with sound curriculum

### Training and Technical Assistance

Describe in narrative format a description of new you will provide Training and Technical Assistance to your administrative and program staff.

Any RHA or CSD sponsored training will be made available to all appropriate staff and will be considered a priority to ensure program compliance.

### Leveraging

Describe in narrative format how you will leverage DOE ARRA funds with other available program funds and how much leveraging you plan on coordinating

Our agency administers multiple programs including ECIP Fast Track, ECIP WPO, ECIP HCS, HOME housing rehabilitation, CDBG housing rehabilitation, LIHEAP weatherization, DOE weatherization and Energy Partner's weatherization. All CSD programs have a single application and intake process. Once the application is completed and eligibility is determined for Energy Assistance it is then assigned to a weatherization assessor for a needs assessment. Once the assessor determines the need a work order is produced and approved by a manager and director. Once the work order is approved by a director it is then determined which weatherization or rehabilitation program the work order is referred to by the

manager. As multiple programs are administered out of the same office in house referrals are completed first. If we do not have the capacity to meet the need the applicant is then referred to an outside contractor. Nearly seventy percent of our treated households will be leveraged between two or more funding sources.

State of California Department of Community Services and Development 50% of FY 2009 ARRA Stimulus DOE Allocation Using Pure 3FF Maximum Allowable Line Item Amounts

		0	Tetal 1	Allowable	Allowable	Allowable	Allowable	Allowable	Allowable
		Contract Number	Total Allocation	Admin	T&TA	H&S	Outreach	Intake	Client Ed
	County/Service Area	Mallinei	Miccanon	Action	6%	25%	5%	2%	5%
	Alameda Co.	-							
4	Area A - City of Berkeley	09C-1801	377,147	22,861	22,898	82,847	18,857	7,543	18,857
1 2	Area B - Spectrum Community Services, Inc.*	09C-1802	1,941,812	117,706	117,896	426,553	97,091	38,836	97,091
3	Amador/Tuolumne Service Area - Amador-Tuolumne CAA								
٠	Amador	i I	125,019	7,578	7,590	27,463	6,251	2,500	, 6,251
	Calaveras		216,625	13,131	13,152	47,586	10,831	4,333	10,831
	Tuolumne	1 1	220,183	13,347	13,368	48,367	11,009	4,404	11,009
	Service Area Total	09C-1803	561,827	34,056	34,110	123,416	28,091	11,237	28,091
4	Butte Co CAA of Butte County, Inc.	09C-1804	985,949	59,765	59,861	216,581	49,297	19,719	49,297
5	Colusa Service Area - Glenn Co. Human Resource Agency						4 = 4 = 1	4.007	4,517
	Colusa	1	90,347	5,477	5,485	19,846	4,517	1,807	6,286
	Glenn		125,723	7,621	7,633	27,617	6,286 4,407	, 2,514 1,763	4,407
	Trinity		88,131	5,342	5,351	19,360 66,823	15,210	6,084	15,210
	Service Area Total .	09C-1805	304,201	18,440	18,469	369,604	84,128	33,651	84,128
6	Contra Costa Co Contra Costa Employment & Human Services	09C-1806	1,682,564	101,991	102,156 10,874	39,343	8,955	3,582	8,955
7	Del Norte Co Del Norte Senior Center	09C-1807	179,101	10,856	10,014	35,040	0,000	Ψ	-,
8	El Dorado Service Area - El Dorado Co. Dept. of Human Services		19,527	1,184	1,186	4,289	976	391	976
	Alpine		736,685	44,655	44,727	161,826	36,834	14,734	36,834
	El Dorado	09C-1808	756,212	45,839	45,913	166,115	37,810	15,125	37,810
_	Service Area Total	09C-1809	4,091,673	248,023	248,424	898,807	204,584	81,833	204,584
9	Fresno Co Fresno Co. EOC	09C-1810	784,680	47,565	47,641	172,369	39,234	15,694	39,234
10	Humboldt Co Redwood CAA	100011010	101,000	11,122		,			
11	Imperial Service Area - Campesinos Unidos, Inc.	·	370,564	22,462	22,499	81,401	18,528	7,411	18,528
	Imperial .		2,304,365	139,683	139,908	506,194	115,218	46,087	115,218
	San Diego - Area A Service Area Total	09C-1811	2,674,929	162,145	162,407	587,595	133,746	53,498	133,746
12	Inyo Service Area - IMACA, Inc.		<del></del>						1 .
14	Inyo Service Area - IMIAOA, Inc.	1	178,700	10,832	10,850	39,255	8,935	3,574	8,935
	Mono		159,497	9,668	9,684	35,036	7,975	3,190	7,975
	Service Area Total	09C-1812	338,197	20,500	20,534	74,291	16,910	6,764	16,910
13	Kern Co CAP of Kern	.09C-1813	2,740,633	166,128	168,396	602,027	137,032	54,813	137,032
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15	Lake Service Area - North Coast Energy Services	Į.		1				44.400	28,670
	Lake	1	573,390	34,757	34,813	125,955	28,670	11,468	16,687
	Marin		333,733	20,230	20,262	73,310	16,687	6,675 12,248	30,620
•	Mendocino		612,400	37,122	37,182	134,524	30,620 11,490	4,598	11,490
	Napa		229,807	13,930	13,953	50,481	32,851	13,140	32,851
	Solano	1	. 657,013	39,826	39,890 48,262	144,324 174,613	39,745	15,898	39,745
	Sonoma .	1 :	794,898		38,376	138,845	31,603	12,641	31,603
	Yolo	09C-1815	632,069 3,833,310		232,738	842,052	191,666	76,666	191,666
	Service Area Total	09C-1816	244,686		14,856	53,750	12,234	4,894	12,234
16	Lassen Co Lassen Economic Development Corporation	1090-1019	44,000	14,002	17,000	33,,30			
	Los Angeles Co.	09C-1817	4,649,215	281,819	282,275	1,021,280	232,461	92,984	232,461
	Area A - Decision Pending	09C-1818	5,156,396		313,067	1,132,692	1 '	103,128	257,820
18	•	09C-1819		1	213,282	771,660	175,643	70,257	175,643
	Area C - PACE Area D - Decision Pending	1000	5,720,273			1,256,557	286,014	114,405	286,014
	Mariposa Co Mariposa Co. Dept. of Human Services	09C-1823	145,303	1	8,822	31,918	7,265	2,906	7,265
	Merced Service Area - Merced Co. CAA		· ·				1		
44	Madera		662,392	40,152	40,217	145,506	1	13,248	33,120
	Merced		942,804	57,149	57,242	207,103	47,140	18,856	47,140
•	Service Area Total .	09C-1824	1,605,198	97,301	97,459	352,609		32,104	80,260
23	Modoc Co Redwood CAA	09C-1825	105,041		6,378	23,074	1	2,101	5,252
	Nevada Co Nevada Co. Dept. of Housing & Community Services	09C-1826	485,805			106,716		9,716	24,290
	Orange Co CAP of Orange Co.	09C-1827	2,997,522	1		658,458	II .	59,950	3 1
	Placer Co Project Go, Inc.	09C-1828	498,516	30,218	30,267	109,508	24,926	9,970	24,926
	Plumas Service Area - Plumas Co. CDC				/		0.170	2 200	8,472
	Plumas		169,434		1	37,219		3,389 501	1,253
	Sierra		25,069			5,507 42,726		3,890	
	Service Area Total	09C-1829	194,503	11,790	11,809	42,120	9,120	0,030	3,,20

State of California
Department of Community Services and Development
50% of FY 2009 ARRA Stimulus DOE Allocation Using Pure 3FF
Maximum Allowable Line Item Amounts

								Allowable	Ailowable
		Contract	Total	Allowable	Allowable	Allowable		Intake	Client Ed
		Number	Allocation	Admin	T&TA	H&S	Outreach		6%
	County/Service Area	110111001		6%	6%	25%	5%	76,075	190,187
		09C-1830	3,803,748	230,570	230,943	835,559	190,187	70,075	100,101
28	Riverside Co CAP of Riverside Co.	000-1000	0,000,000					25.500	163,156
29	Sacramento Service Area - CRP, Inc.	1 1	3,263,118	197,799	198,119	716,800	163,156	65,262	15,913
	Sacramento	1	318,268	19,292	19,323	69,913	15,913	6,365	16,354
	Sutter		327,082	19,827	19,859	71,849	16,354	6,542	195,423
	Yuba	09C-1831	3,908,468	236,918	237,301	858,562	195,423	78,169	223,676
	Service Area Total	09C-1832	4,473,529	271,170	271,608	982,688	223,676	89,471	
30	San Bernardino Co CAP of San Bernardino Co.	09C-1833	1,241,197	75,237	75,359	272,650	62,060	24,824	62,060
31	San Diego Co Area B - MAAC	09C-1834	1,290,576	78,230	78,357	283,497	64,529	25,812	64,529
32	a Foreign Co. EOC of San Francisco"	09C-1835	2,098,604	127,210	127,416	460,995	104,930	41,972	104,930
33	San Joaquin Co Dept. of Aging, Children's & Community Services	09C-1836	563,173	34,138	34,193	123,711	28,159	11,263	28,159
34	San Luís Obispo - EOC of San Luis Obispo Co.	09C-1837	898,120	54,441	54,529	197,288	44,906	17,962	44,906
35	San Mateo - CAA of San Mateo Co., Inc.*	09C-1838	876,362	1	53,208	192,508	43,818	17,527	43,818
36	Santa Barbara Co CAC of Santa Barbara Co.	090-1030	0,0,002	-		}			00.040
00	Santa Clara County		1,978,242	119,914	120,108	434,555	98,912	39,565	98,912
37	Northern Area - Decision Pending	- }	123,142	1		27,050	6,157	2,463	6,157
38	Southern Area - Decision Pending	ļ	120,172	1		i	1		50.400
39	Santa Cruz Service Area - Central Coast Energy Services	1	1,062,636	64,413	64,517	233,427	53,132	21,253	53,132
40	Monterey	1 .	112,951			24,812		2,259	5,648
	San Benito	1	673,410	· · · · · · · · · · · · · · · · · · ·		147,926	33,671	13,468	33,671
	Santa Cruz	200 1011					92,451	36,980	92,451
	Service Area Total	09C-1841	1,040,887	112,000	, , , , , , , , , , , , , , , , , , ,				10 707
40	Shasta/Tehama Service Area - SHHIP, Inc.		935,346	56,697	7 56,789	205,465	48,767	18,707	
40	Shasta		386,360	·	· 1	1	19,318		
	Tehama				<u> </u>		66,085		
	Service Area Total	09C-1842			· - · - · - · - · - · - · - · - · - · -		31,894		
	Siskiyou Co Great Northern Corporation	09C-1843			* I '	` I			
		09C-1844		_	' 1 '	· [			
42		09C-1845		· [	·	* 4		19,922	49,805
43	Ventura Co Community Action of Ventura Co., Inc.	09C-1848	996,10	3 60,30	0 00,41				
44	Ventura Co Cottinium / Addition of Ventura			0 4,640,49	6 4,648,00	0 16,816,63	3 3,827,749	1,531,100	3,827,749
	TOTALS		76,555,00	U 4,040,48	,0 4,040,00	<del></del>			

### TOTALS

October 28, 2009

<sup>\*</sup> Contract on hold pending outcome of enforcement action Decision Pending = CSD seeking new contractor for service area

State of California Department of Community Services and Development DRAFT Example of FY 2009 ARRA Stimulus DOE Allocation Using Pure 3FF Administration, Training & Technical Assistance, and Health & Safety

	County/Service Area	A 100% Total Allocation	B Allowable Admin	C. Allowable T&TA	Allowable: H&S	50% of Total	Allowable Admin	C Allowable T&TA	Allowable H&S
	Alameda Co.		;— :			- Instrument		,	- destant
~	Area A - City of Berkeley	757,496	37,875	48,056	167,891	378,748	18,937	24.028	83.946
W &	Area B - Spectrum Community Services, Inc.	3,900,107	195,005	247,424	864,420	1,950,054	97,503	123,712	432,210
•	Amador	000 540	, t		i d	i i			į
	Calavarae	880,162	12,555	15,930	55,654	125,550	6,278	7,965	27,827
	Tratimes	435,089	21,754	27,602	96,433	217,545	10,877	13,801	48,217
		442,235	22,112	28,056	98,017	- 221,118	11,056	.14,028	49,009
•	Service Area Total	1,128,423	56,421	71,588	268,001	564,213	28,211	35,794	125,052
4 u	Butte Co CAA of Butte County, Inc.	1,980,267	99,013	125,629	438,906	990,134	49,507	62,815	219,453
٠.	Colusa Service Area - Gienn Co, Human Resource Agency	, ,				1			
		181,461	8,0/3	11,512	40,219	90,731	4,537	5,756	20,110
		252,513	12,626	16,020	55,967	126,257	6,313	8,010	27,984
	11.00%	177,010	8,851	11,230	39,232	88,505	4,425	5,615	19,616
•	Service Area Total	610,984	30,550	38,762	135,418	305,493	15,275	19,381	62,709
i Q	Contra Costa Co Contra Costa Employment & Human Services	3,379,410	168,971	214,391	749,012	1,689,705	84,485	107,196	27,506
•	Del Norte Co Del Norte Senior Center	359,723	17,986	22,821	79,729	179,862	8,993	11,411	365
Ö	El Dorado Service Area - El Dorado Co, Dept. of Human Services					_	-		Si.
	Apme	39,219	1,961	2,488	8,693	19,610	984	1 244	ું જ
	El Dorado	1,479,624	73,981	93,868	327,944	739,812	36,991	- ≱	1 972
•	Service Area Total	1,518,843	75,942	96,356	3,636	759,4~	<u> 7</u> - 2	8,	3,318
on !		8,218,077	410,904	521,3	1, 1,454	76	52	6. 0:	10,727
9 :		1,576,020	78,80	666	6.	9.0	9.1	30 IZ	¥
<del></del>	Ĕ			* (					
	Imperial	744,274	37,2	3.0		2. 7		3.09	82,480
	San Diego - Area A	ا بالاسط	231,4	- 2	V	2, 4		146,810	512,907
		140		3.8	-  0  0		134,314	170,419	595,387
5	٤	Γ. Ι.		300		Ĺ			
	okuj		17. F.		\_\^\range \ \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \ \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \range \rang	179,458	8,973	11,385	39,775
		ا اع	16, 77	2c.323	71,002	160,174	8,009	10,162	35,501
,	Servi	[.Z6	33,963	43,093	150,552	339,632	16,982	21,547	75,276
3 ;	Kern Co. Co. St. 4.	4,52	275,226	349,210	1,220,023	2,752,265	137,613	174,605	610,012
4 5	Kings Cr. Js. or u. 17. ic. O. an in.	992,5	49,648	62,993	220,079	496,478	24,824	31,497	110,039
	Lake	1,151,648	57,582	73,061	255,251	575,824	28,791	36,531	127,626
	Marir	670,299	33,515	42,524	148,565	335,150	16,758	21,262	74,283
	Menc inc	1,229,998	61,500	78,032	272,617	614,999	30,750	39,016	136,308
	Napa	461,566	23,078	29,282	102,302	230,783	11,539	14,641	51,151
	Solano	1,319,602	65,980	83,716	292,477	659,801	32,990	41,858	146,238
	Sonoma	1,596,543	79,827	101,285	353,858	798,272	39,914	50,643	176,929
	Yolo	1,269,503	63,475	80,538	281,373	634,752	31,738	40,269	140,686
:		7,699,159	384,957	488,438	1,706,441	3,849,581	192,480	244,220	853,220
<u>9</u>	Lassen Co Lassen Economic Development Corporation	491,448	24,572	31,178	108,925	245,724	12,286	15,589	54,462

236,522 25,141 149,888 411,551

440,318 27,409

1,034,825 1,147,710 781,894

D Allowable H&S

(A-B-C)25%

409,991 428,796 434,435 147,436 209,850 357,286 23,380 108,131 667,190 110,960 37,713 5,580

43,292

C Allowable T&TA	296,200 328,510 223,803	117,352 122,735 124,349	364,436 9,257	42,201 60,066 102,267	6,692 30,950	190,971 31,760	10,795	12,392	242,336	20,277	249,007	285,007 79.076	82,222	133,704	57,219	35,633 126,033	7,845	67,700	7,196	117,799
Allowable Admin	233,447 258,913 176,388	92,490 96,733 98,005	287,228 7,296	33,260 47,340 80,600	5,274	150,512 25,032	8,508 1,259	9,767	190,995	15,981	196,253	224,626	64,803	105,376	45,097	44,004	6,183	53,357	5,672	92,842
50% of Total Allocation	4,668,946 5,178,264 3,527,768	1,849,806 1,934,653 1,960,092	5,744,551	665,203 946,806 1,612,009	105,487 487,867	3,010,244 500,632	170,153 25,175	195,328	3,819,892	319,619	3,925,057	4,492,515	1,296,053	2,107,511	901,932	860,06Z	123,664	1,067,146	113,431	1,856,845
D Allowable H&S	2,069,649 2,295,426 1,563,788	819,981 857,593 868,869	2,546,443	294,871 419,700 714,571	46,760	1,334,380	75,426	86,585	1,693,281	141,681	1,739,898	1,991,441	574,514	934,217	399,808	390,123	54,818	473,044	50,282	823,102
C Allowable T&TA	592,400 657,026 447,606	234,705 245,470 248,698	728,873 18,514	84,402 120,131 204,533	13,384	381,942 63,521	21,589	24,783	484,671	40,554	498,015	570,014	164,444	267,403	114,438	711,000	15,691	135,400	14,392	235,597
B Allowable Admin	466,895 517,828 352,777	184,981 193,465 196,009	14,592	66,520 94,681 161,201	10,549	301,024 50,063	17,015 2,518	19,533	381,989	31,962	392,506	449,252	129,605	210,751	90,193	88,008	12,366	106,715	11,343	185,685
A 100% Total Allocation	9,337,892 10,356,556 7,055,536	3,699,611 3,869,306 3,920,183	291,840	1,330,406 1,893,611 3,224,017	210,974 975,734	6,020,487 1,001,264	340,306 50,350	390,656	7,639,783	639,238	7,850,112	8,985,030	2,592,106	4,215,022	1,803,864	9 072 278	247,328	2,134,291	226,862	3,713,689
County/Service Area		20 Area D (To be divided among CES, Maravilla & PACE) CES (Interim) Maravilla (Interim) PACE (Interim)	Service Area Total  21 Mantposa Co Martposa Co. Dept. of Human Services  22 Merced Service Area - Merced Co. CAA	Marced Service Area Total	<ol> <li>Modoc Co Redwood CAA</li> <li>Nevada Co Nevada Co. Dept. of Housing &amp; Community Services</li> </ol>	<ul> <li>25 Orange Co CAP of Orange Co.</li> <li>26 Placer Co Project Go, Inc.</li> <li>27 Plumas Service Area - Plumas Co. CDC</li> </ul>	Plumas Sierra		28 Riverside Co CAP of Riverside Co. 29 Sacramento Service Area - CRP, Inc.	Sutter Sutter Yuba	Service Area Total	30 San Bernardino Co CAP of San Bernardino Co. 31 San Diego Co Area B - MAAC		<ol> <li>San Joaquin Co Dept. of Aging, Children's &amp; Community Services</li> <li>San Luis Obispo - EOC of San Luis Obispo Co.</li> </ol>	35 San Mateo - CAA of San Mateo Co., Inc.				Santa Cruz	Service Area Total

726,307 70,840 72,802 869,949 995,721 276,266 287,257 467,109 125,351 199,904

State of California Department of Community Services and Development DRAFT Example of FY 2009 ARRA Stimulus DOE Allocation Using Pure 3FF Administration, Training & Technical Assistance, and Health & Safety

### County/Service Area

40 Shasta/Tehama Service Area - SHHIP, Inc. Shasta

Tehama
Service Area Total
41 Siskiyou Co. - Great Northern Corporation
42 Stanislaus Co. - CVOC, Inc.
43 Tulare Co. - CSET, Inc.
44 Ventura Co. - Community Action of Ventura Co., Inc.

TOTALS

Allowable H&S (A-B-C)25%	208,190 85,996	294,186	141,979	308,395	455,775	27,713	17,039,652
C. Allowable T&TA 5%	59,591	84,206	40,639	88,272	130,457	63,461	76,879,902 3,843,999 4,877,294 17,039,652
B C C Allowable Allowable T&TA Admin T&TA 6% 6%	46,966	996,38	32,029	69,571	102,819	50,017	3,843,999
50% of Total Allocation	939,316	1.327.316	640,582	1,391,423	2,056,376	1,000,331	76,879,902
Allowable H&S	416,380	588.372	283,957	616,790	911,550	443,426	34,079,307
B C D D Allowable Allowable Allowable Allowable Admin T&TA H&S. 5% 6% 6% 6% 6% 6% 6% 6% 6% 6% 6% 6% 6% 6%	119,181	168 411	81.278	176,545	260,915	126,923	9,754,588
B. Allowable Admin 5%	93,932	120 720	64 058	139,142	205,638	100,033	7.687,990
A 100% Total Allocation	1,878,631	775,999	4 284 464	2.782.846	4,112,752	2,000,661	153 759 804 7,687,990 9,754,588 34,079,307
<u> </u>							•

153,759,804 7,687,990 9,754,588 34,079,307

### DOE ARRA Amended Local Plan – Addendum 1 Cover Page

Due Date	No later than 10 working days after the approval of the Davis-Bacon Plan
Email to	Your field representative
Contact for Questions	Agency Name GLENN COUNTY HUMAN RESOURCE AGENCY  Contact Person BILL WATHEN  Title PROGRAM MANAGER, HOUSING REHABILITATION  Phone Number 530-934-1468/530-624-1389  Email bwathen@hra.co.glenn.ca.us
CSD Approval	Approved by Approval Date

### DOE ARRA Amended Local Plan – Addendum 1

Instructions	If you need additional funding for intake, outreach and/or client education, you must provide justification for the increased need. If you do not need any additional funding, enter zero under the first question for each expense line Item below.
Additional Intake Justification	Intake is currently limited to 2% of your total centract. How much additional funding will you need to support expanded or different approaches for carrying out intake services? (Enter the dollar amount.)
	If you are requesting additional funds, describe the differences in strategy and design for delivering intake as compared to what you proportionately spend in a normal year.
Additional Outreach Justification	Outreach is currently limited to 5% of your total contract. How much additional funding will you need to support expanded or different approaches for carrying out outreach services? (Enter the dollar amount.)
	If you are requesting additional funds, describe the differences in strategy and design for delivering outreach as compared to what you proportionately spend in a normal year.
	·
Additional Glient Education Justification	Client Education is currently limited to 5% of your total contract. How much additional funding will you need to support expanded or different approaches for carrying out client education services?  (Enter the dollar amount.)
·	If you are requesting additional funds, describe the differences in strategy and design for delivering client education as compared to what you proportionately spend in a normal year.
,	

EXHIBIT B (Standard Agreement)

# DOE ARRA LOCAL PLAN - ADDENDUM II

RAMP UP SCHEDULE Agency: CLENN Units Production by County		2009 20 TIP 78 EDITE 7/1-9/30 101-12	A LITE	(5) (4/1-6	2010 771-976 30 secuote	101	17. ie/zi	20 20 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -	2011 2011 6130 771	9/30: 10//-1	2012 <b>成型。3</b> 122a1 Mi 3(3)
COLUSA	ည္က	0	ō	9	4	S. C.	5	reinskeriensenantsier 4	5	5 S	2.
GLENN	50	0	ō	8	4	2	6	5	9	9	2
TRINITY	35	0	o	2	9	5	'n	ю	5	4	2
	0		J								
	0										55 -d da
	0							***************************************			
	0										***************************************
Total	121	0	0	19	14	8	19	12	16	15	6
rotd Expenditure by County Total	Total	7/1-9/30 10/1-12	231 11-3	31 471-6	90 111-9	1-1/01 08/	2/31 1/1	411	-1/1/ 08/9	LO	1/1 = 3/31
COLUSA	30%	%0	% 0				4%	rus Testale	4%	AND STREET	2%;
GLENN	41%	%0	%o	2%	5%	7%	7%	4%	7%	7%	2%
TRINITY	29%	%0	%0	1%	7%	4%	4%	2%	5%	4%	2%
	8		*******								
	%0										
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	%°O										
Total	,001		%0	969	17% 1	14%	15%	11%	%91	15%	%0  %9
Agency	Total	/ZI + I/QI 05/6-1//	(ar 1/1 a	31 4/11-6	30 7/1 9/	30 10/1-10	u ieg	3/31 4/1-	-11/2 02/9	1-1/01 08/6	2/31 111 9/31
Admin / Fiscal	-	0	<del>-</del>	0,		0	0	0	0		
Program Management	0	0	O	0	0	0	0	0	0	0	ō
Program Support	F	٥	···	0	0	0	0	0	0	0	0
Intake	-	0		٥	0	٥	Ō	٥	0	0	ō
Outreach	-	0	···	0	0	0	0	0	0	0	0
Field Supervision	o,	٥	O	0	٥	0	Ö	0	¢	0	jo
Assessors / Inspectors	0	0	o	0	0	0	0	0	0	0	0
Crew Leaders	0	0	o	o	٠.	0	O	٥	0	0	0
Crew Members	m	0	0	3	0	0	0	Q	0	0	ō
Other -	0	<b>o</b>	O	0	0	0	O	0	o	0	Õ,

RAMP UP SCHEDULE		2009		2010	0			2011			
Agency: GLENN											Ţ
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### Instructions

- These schedules replace all previous ones submitted as part of the DOE ARRA Local Plan.
- CSD will be reviewing the aggregate totals on a statewide basis to determine if the State will attain the 30% of estimated completed dwellings by 9/30/10.
- \* If agency can not forecast any activity in the 3rd quarter (1an Mar 2010), specific reasons must be given in the comments section above. Please bear in mind that DOE and the administration have expressed that they want states to spend out as quickly as possible and that each agency should put their best estimate forward.
  - Base estimates for unit production on current DOE measures, reimbursement rates and historical data.
- The formulas for calculating the average cost per unit and the health and safety measure maximum are included in this addendum.

## Expenditures by County -

- Enter the name of each county in your service territory on separate lines.
- For each county, enter the <u>percentage</u> of funds you plan to expend by the end of each quarter. Unit Production By County -
  - Enter the name of each county in your service territory on separate lines.
- For each county, enter the number of units you plan to complete by the end of each quarter.
  - ~ Enter the number of employees by category that you estimate will be hired each quarter.

### EXHIBIT B

# (Standard Agreement)

# RAMP UP SCHEDULE

Agency: CLENN

- Categories - If a new hire fits into more than one category, count the person only once. Place them in the category that requires the most training per the proposed training coursework in the instructions.

lob Creations - Subcontractors

- Enter the estimated number of jobs that will be created by contracting with subcontractors for both basic wx and specialty work.
  - To help determine the number of jobs, base your estimate as if you were doing a direct hire rather than subcontracting.

Vehicle & Equipment Purchases over \$5,000 per Unit

- Enter the quantity of vehicles and equipment in the quarter you are planning to make the purchases even if only a portion of the purchase will be charged to ARRA. Note: Although this sheet is protected, there is no password. To remove the protection, go to Tools, choose Protection and lastly choose Unprotect Sheet,